

DRAFT Minutes of the
Substance Abuse Services Council
December 13, 2004
12:00 p.m. – 3:00 p.m.
Richmond Behavioral Health Authority
James C. May, Ph.D., Chair

Members and Designees Present:

James C. May, Ph. D., Chair (VACSB)	James Ashton (DOE)
James R. Woodley, Vice-Chair (Sheriffs' Association)	Brent McCraw (VADAP)
Mary Emory-Bentley (SAARA)	Rudi Schuster (DCJS)
Jennifer Johnson (VADAC)	Scott Reiner (DJJ)
Ken Batten (DMHMRSAS)	

DMHRMSAS Staff:

Mellie Randall
Lynette Bowser

Guest:

Angela Coleman (VASAP)
Ivan Tolbert (GOSAP)

Meeting Called to Order

Council Chair, James C. May, Ph.D., called the meeting to order at 12:20 p.m. The Chairman began the meeting with introductions from the attendees. The Chairman also reminded those individuals attending as designees for appointed members to make sure that their designee letters were current. He noted that a quorum was not present.

Overview of Agenda and Goals for the Day

The Chairman reviewed the agenda and the goals for the meeting. He stated that he would like to discuss the work plan for the coming year to help the Council function more efficiently.

Review and Approval of Minutes from 10/18/04 meeting:

Council members received and reviewed a draft of the minutes from the October 18, 2004 meeting. Sheriff Woodley noted that he had been present but was not listed. Those present accepted the minutes as written with the addition of Sheriff Woodley's name to the list of attendees. Ms. Randall said that the amended minutes would be posted to the Council's website. There was a request that a link to the site be sent to Council members, and Ms. Randall said she would handle that.

Status of Request for Comments from the Secretaries on Report/Plan

The Chairman stated that a draft of the Council's report was forwarded to the Secretaries of Health and Human Resources, Public Safety and Education for comment. All comments on the plan were favorable with one minor change requested. Mr. Tolbert asked why the Secretary of Transportation had not been included in the review. Ms. Randall explained that no agencies from that cabinet are Council members, and so no clearance was needed from that Secretary.

Ms. Randall informed the Council that permission to use the state seal on the cover of the annual report must be granted by the Deputy Secretary of Administration. Ms. Randall informed the members of the Council that she had forwarded such a request and was waiting for a reply.

There was discussion about how the annual report would be distributed and how many copies will be printed. Mellie Randall informed the group that she has instructions on distributing and formatting the report for the legislature. Right now the distribution will be members of the General Assembly, CSB board chairs, CSB executive directors, substance abuse treatment program directors, prevention program directors, sheriffs, and each council member's agency head, as well as the three cabinet secretaries. Attendees at the meeting submitted requests as follows:

DCJS – 80
DOE – 134
VADAP – 50
SAARA – one for each affiliate
DJJ – 50 – Scott Reiner will distribute
VADAC – 15

Dr. May asked members to e-mail to Ms. Randall labels or mailing list of individuals, agencies, and organizations that they wish to send a copy. Ms. Randall stated that DMHMRSAS would send out copies of the annual report.

Committee Assignments for 2005

The Chairman reported on his meeting with the Executive Committee to develop the work plan and to make recommendations of members to serve on the Council's major committees (program, budget and planning) in 2005. The Chairman indicated that he wanted the work of the Council to move quicker to insure that tasks assigned to Council get completed as stipulated and to develop a clear plan on how Council will complete those assignments.

Scope of Committee Work

Attendees were provided with a list of proposed committee assignments for 2005, as well as, a detailed list of tasks and projects for each committee (attached). The chairs of the

respective committees are Scott Reiner (Planning), Brent McCraw (Program), and Rudi Schuster (Budget).

The Chairman reviewed the committee assignments and each chairperson shared their thoughts on the direction/task of their committee. Members were also informed that they could serve on more than one committee if they desired. Members in attendance made a recommendation to forward the proposed committee assignments to the full membership for approval.

The Chairman expressed his desire that the Council meeting quarterly. Members in attendance agreed, with committees meeting more regularly to complete tasks. Committees will submit items from those meetings to be discussed at the full Council meeting.

Committee chairs were asked to submit to Ms. Randall any request for staff support, as well as informing Ms. Randall and the Chairperson of their meetings when scheduled. The chairperson also requested that if committees have outside participation on their committees to inform the Chairperson and Ms. Randall.

The 2005 annual report for the Council will address codified requirements added during the 2004 Session of the General Assembly (§ 37.207.1.A), and work will begin on that section immediately. The Council agreed that the scope of the 2005 report will be much more limited than the 2004 report, which was more detailed because it incorporated the first interagency plan developed for many years. Addressing this requirement is the primary task of the Planning Committee. Mr. Batten suggested that Dr. May meet with Del. O'Brien (who introduced the legislation that resulted in the *Code* amendment) before the process gets too far along.

The general updating of the 2005 interagency plan is the responsibility of the Program Committee, with a focus on identifying best practices. The Budget Committee will manage budget updates.

This will all be accomplished by means of one survey that will provide each agency that participated in the 2004 document with a copy of the information that submitted, and requesting that agencies submit updated information. The survey instrument will provide an outline for participants to complete to collect information about best practices. Membership of VACSB, VADAP and VADAC will be polled to collect best practice information for these member organizations. Background sections of the 2005 document will be considerably briefer than the 2004 document.

There was some discussion about how VASAP would be surveyed, e.g., surveying each local VASAP vs. the Commission. Those present decided that the Commission would need to have input, as local VASAPs are not standardized regarding treatment practices.

Staff will provide a skeleton outline of the document at the next meeting of the Council.

There was some discussion of topics for “lunch box” speakers. In addition to those listed on the document listing committee assignments (insurance parity, co-occurring substance use disorders and mental illnesses, underage drinking, drug courts, program evaluation), several members suggested that Lloyd Young, Director of Virginia Beach VASAP be invited to present. Ms. Randall encouraged Council members to contact her with additional suggestions.

Update on Grants and Other Major Initiatives

Ms. Randall announced that an advisory committee is being assembled as a part of implementing the federal grant DMHMRSAS received to develop infrastructure for serving persons with co-occurring substance use disorders and mental illnesses, and the Council has been invited to send a representative. Dr. May asked for volunteers to serve on the committee. Those present recommended that that Dr. May would represent the Council.

Ms. Randall informed the Council that DMHMRSAS submitted an application that was accepted to participate in a federal policy academy focusing on the co-occurring population. The federal government is increasingly utilizing policy academies as a method of providing technical assistance. The academy will be held in January with a focus on getting Medicaid support for substance treatment with the co-occurring population.

Ms. Randall informed the Council that DMHMRSAS is applying to the federal Substance Abuse and Mental Health Services Administration for a treatment capacity expansion grant to provide additional resources for persons abusing prescription drugs on behalf of several community services boards in the southwestern part of the state. The grant would increase access to buprenorphine, a new pharmacological agent for the treatment of opioid addiction that can be administered in physician offices. The grant would also help educate doctors about addiction to prescription pain medicine, increase case management services, and encourage more doctors to provide buprenorphine treatment. The application is due January 13.

Ms. Randall also informed the Council that DMHMRSAS is applying for an infrastructure grant to improve coordination of substance abuse treatment services to youth. That application is also due in January.

2005 Session of the General Assembly

Ken Batten announced that the Council’s legislative package that was submitted through the Secretary of Health and Human Services to the Governor will not be part of the Governor’s legislative package. Mr. Batten suggested that the Council ask one of its legislative members to patron the council’s bill to increase the size of the Council. Dr. May asked Ms. Randall to draft language for him to submit to each legislative member of the Council asking for a patron.

Mr. Batten also stated he is anticipating legislation that would impose a moratorium on methadone treatment programs.

Other Business

Council members in attendance discussed issues, activities and events happening in their respective agencies/organizations.

Ms. Randall informed the Council that DMHMRSAS is recruiting for the Council staff position since Ms. Shawver has resigned her full-time position. Ms. Randall stated that Ms. Shawver will continue to be available on a limited basis to work with VASAP regarding training and other mandates of the Governor's Task Force on Driving under the Influence.

Ms. Randall also provided Council members with a copy of an article from the Richmond Times Dispatch Op/Ed section entitled "State Takes a Stand Against Meth Production" (attached).

Members of the Council commended the chairperson on his leadership on getting the annual report completed. The report has received several positive comments from the cabinet heads who reviewed, it as well as other reviewers.

Next Meeting Date

Dr. May requested that the Council meet quarterly; with that in mind, Ms. Randall will send out some proposed dates for the month of March. There was also a consensus that Thursday would be a good day of the week for the meetings.

Adjournment

Dr. May adjourned the meeting at 3:25 p.m.

Respectfully submitted,

Mellie Randall
Staff to Council